

**Town of Haverhill**  
**Emergency Select Board Meeting**  
**MINUTES**  
**Tuesday January 10, 2022, at 4:00 PM**  
**James R. Morrill Building**

**CALL TO ORDER:** Chair Fred Garofalo called the meeting to order at 4:00 PM.

**Select Board Attendance:** Kevin Knapp (Present), Katie Williams (Present), Mike Graham (Present), Vice Chair Steve Robbins (Present), Chair Fred Garofalo (Present). A quorum was met.

**Town Employees Present:**

**Town Manager (TM):** Brigitte Codling

**Assistant Town Manager (ATM):** Jennifer Boucher

**Members of the Public Present**

***In Person:***

Vickie Wyman

Greg Mathieson

**New Business:**

**Discussion:**

Kevin Knapp inquired about a concern a resident brought to his attention, no specifics were provided, no name, no address(es). Boucher explained how the Tax Collector uses Avitar Tax Collect and that anything property records related would go through Mark Locke, the Property Records Clerk.

**MOTION #1:** Steve made the motion and Kevin seconded the motion to have Town Administration approach DTC lawyers and ask them if they could represent the Town of Haverhill with regards to the DRA's refusal to set the Town, School, and District tax rates.

**Discussion:**

Discussion ensued again regarding the delay in a response from Drummond Woodsum, the legal opinion had stated they would send a letter on the Town's behalf to the DRA by January 4<sup>th</sup> but to-date no letter had been produced or mailed. Town Administration let the SB know that the school district had decided not to sign the conflict waiver and it was likely that Drummond Woodsum would not be able to represent the Town with this matter.

**Voice Vote:** All approved, none opposed, none abstained. The motion passed unanimously.

**MOTION #2:** Chair Garofalo made the motion and Graham seconded the motion to approve the letter, with two minor revisions.

**Discussion:**

Discussion ensued about it being too late in the day to have the letter mailed to the DRA, so the board signed the letter, and agreed it would be sent the next day January 11, 2023.

**Voice Vote:** All approved, none opposed, none abstained. The motion passed unanimously.

**MOTION #3:** Garofalo made the motion and Steve seconded the motion to adjourn the meeting.

**Discussion:**

Williams stated that the SB had the need for a non-meeting after the close of the meeting.

**Voice Vote:** All approved, none opposed, none abstained. The motion passed unanimously.

**Adjourned at 4:32pm**

*Minutes produced by Brigitte M. Codling, Town Manager*